

**ANDOVER BOROUGH
COUNCIL MEETING AGENDA
June 11th, 2018 7 p.m.**

A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON MONDAY, June 11, 2018 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.

PRESENT: Mayor Morgan, Council Members: Hoag, Figueiredo, Pearson, Smith and Delfing

ABSENT: Mr. Dennison.

Mayor Morgan called the meeting to order with a salute to the flag and in accordance with the Open Public Meetings Act by advertising notice of meeting in the N.J. Herald and posting copy of notice in the Borough Hall.

**** Mr. Figueiredo recused himself from this portion of the meeting 7:04 p.m.**

Princess of Andover Borough:

Miss Cora Figueiredo, age 5, and Miss Isabella Amaducci, age 5, were present for the meeting of the Mayor and Council. This portion of the meeting is set aside to select a candidate to represent Andover Borough at the New Jersey State Fair in Augusta N.J. Each candidate delightfully answered questions from the Council, such as, their favorite food and favorite animals. After much consideration the difficult decision to choose a princess was made. The Council selected Isabella Amaducci as the 2018 Princess of Andover Borough. Both girls were presented with flowers and a gift bag. The parents of the 2018 Princess were provided with the application necessary to attend the state fair in August.

**** Mr. Figueiredo reentered the discussion 7:23 p.m.**

MINUTES:

A MOTION was made by Mr. Smith, and seconded by Mr. Pearson to approve the minutes of the meeting held on May 14, 2018. Upon roll call the following votes were cast: AYES: Pearson, Smith and Delfing. NAYS: None. ABSTAIN: Hoag and Figueiredo. Motion carried.

OFFICIALS REPORTS:

A Motion was made by Mrs. Delfing, seconded by Mr. Pearson to approve the Treasurer's Report for June 12th, 2018 as presented and waive the reading. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

A MOTION was made by Mrs. Delfing, seconded by Mr. Hoag to accept the following reports and place on file: Lakeland Emergency Squad report for May & YTD, ABFD Report for May, Joint Court Report for May. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

CORRESPONDENCE: The following information was presented to the Mayor and Council and placed on file:

Letter from NJDEP Compliance & Enforcement re: Compliance Inspection dated 2/23/18 for the review of Stormwater Compliance. No deficiencies were found.

AUDIENCE PARTICIPATION: None.

REPORTS OF SPECIAL COMMITTEE: None

REPORTS OF STANDING COMMITTEES:

Administrative & Executive: Mr. Pearson reported that the summer hours for the municipal office have not yet been addressed. There was a brief discussion regarding other towns limiting hours rather than closing. A MOTION was made by Mr. Pearson, seconded by Mr. Hoag to approve the municipal building to close on Fridays from 6/15 to Labor Day. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Celebration of Public Events: Mr. Figueiredo reported that Memorial Day was had and fresh floral wreath was received. He reported that the only persons to attend the ceremony was Mayor Morgan, Councilman Smith and himself. It was also mentioned that the Danielson memorial tree has been planted and the monument is the last item to finish that project.

Finance: Mr. Dennison was absent. It was reported that the new phone service has added services that were not approved, such as voice mail and line roll over. The Mayor requested the Clerk to make the changes back to what we had.

Parks & Playgrounds: Mr. Figueiredo presented his Land Conservancy report. There were some questions regarding the acreage which can be addressed with the assessor and the Council decided it would be a good idea to merge the lots on block 12 lots 4,5,6 for continuity. The information will be added to the R.O.S.I. There was also a discussion regarding the lining of the soccer field as it has faded since it was done by Mr. Conrads. After determining it was not the responsibility of the Borough to line the field, Mr. Figueiredo requested that the application be updated to include that information. The Clerk will update the application.

Public Bldgs. & Grounds: Mr. Smith reported that the generator installation is well on its way to being completed. He also discussed his concern for the safety of employees and property at the public buildings. He will be looking into installing a camera system in the near future.

Public Safety: Mrs. Delfing reported that the ABFD garage sale was a success. There was no further report.

Streets & Roads: Mr. Hoag reported that he picked up the street sign from the post from Brighton & Prospect. The post is bent over from a tractor trailer running it over. He also mentioned the need to install the signs we have and purchase new stop signs. A MOTION was made by Mr. Hoag, seconded by Mr. Smith to approve the purchase of six stop signs. AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Water Utility: Mr. Smith reported that the curb valve box has been replaced at 18 High Street. He continued to discuss the ongoing water loss issue and the report that there seems to be more water in the wetland area to the west of the pump house near the Luchetti and Good Earth entrance on 517. Mr. Smith reviewed the Luchetti Property at block 24 lot 40 and found no evidence of a water break, but it was mentioned that the Planning Board should take a look at that location. Additionally, he reviewed the land adjoining that lot, Good Earth at block 24 lot 36.03 where the wetland area is and could not determine that was an issue either. Lastly, he mentioned that the water operator, Bob Olivo, wants a meter to be installed at Pump #1.

OLD BUSINESS: The Mayor offered his congratulations to Mr. Dennison and Mr. Smith on their primary election win. He continued to discuss grant expenditure which he determined on track. Lastly, he asked the Council to take a look a look at the code which regulates commercial vehicles parking on residential property. There was a previous attempt to amend it, but it fell to the wayside. The Council briefly discussed the objective of the amendment and decided to put together some of their thoughts to come back to the next meeting with. The Clerk will place this on the next meeting agenda.

NEW BUSINESS: Electrical Inspector position was discussed. Mr. Decker will be added as an employee of the Borough. The Mayor reported that the Plumbing inspector, who requested a yearly salary was presented with the calculations of inspections for the year and decided to stay on per inspection. There was some discussion about converting the units in the Park and Borough Hall buildings to gas, but the issue of the oil in the tanks currently affects a time line to do so. The use of the oil or removal of the oil will have to be decided once looked into further. The Mayor reported that he talked to Debra Milliken, the administrator of Wantage Township and they might be interested in taking the Borough into their court. The Mayor also reported he will be out of town from 6/22 to 7/2 which means he isn't sure if he can attend the LPS graduation on 6/21. Mr. Hoag and the Mayor discussed attending the JCPL seminar. Lastly, the Clerk reported that 6 out of the current 11 vacant/abandoned properties have registered under the VPR ordinance.

2018 MUNICIPAL BUDGET:

A MOTION was made by Mrs. Delfing, seconded by Mr. Smith to approve a Resolution amending the 2018 budget. The discussion was opened to the public and closed without comment. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to approve a Resolution for self-examination of 2018 Municipal Budget. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

A MOTION was made by Mr. Smith, seconded by Mr. Hoag to approve the second reading and adoption of the 2018 Andover Borough Amended Municipal Budget. The public hearing portion of this budget was held on 5/14/18. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

ORDINANCES:

Fire Prevention:

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to the second reading and adoption of ***"AN ORDINANCE TO AMEND CHAPTER 70, ENTITLED "FIRE PREVENTION", OF THE CODE OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY"***. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

CFO Budget:

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the second reading and adoption of an ***"Ordinance Appropriating the sum of \$3258.00 for Purchase of Computers"***. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

A MOTION was made by Mr. Hoag, seconded by Mr. Pearson to approve the second reading and adoption of an ***"Ordinance Appropriating the sum of \$9000.00 for Local Share – FEMA Generator Grant"***. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Zoning Code: Review of amended ordinance as provided by the Planning and Zoning Board.

A MOTION was made by Mr. Hoag, seconded by Mr. Smith to approve the reintroduction and publication of ***"AN ORDINANCE TO AMEND SECTION 134-41, ENTITLED "OTHER PERMITTED USES", OF ARTICLE VIII, ENTITLED "C-1 COMMERCIAL ZONE", OF CHAPTER 134, ENTITLED "ZONING", OF THE CODE OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, NEW JERSEY"*** amendment as suggested by the Andover Borough Planning Board. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

RESOLUTIONS:

Lindley Court Municipal Aid Grant:

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the plans for the Lindley Court project as submitted by H.E. Pellow & Associates, Inc. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Rental Escrow Reimbursement:

A MOTION was made by Mr. Figueiredo, seconded by Mr. Pearson to approve the reimbursement of rental escrow deposit funds for Weldon. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Vendor Certification:

A MOTION was made by Mr. Pearson, seconded by Mrs. Delfing to approve a Resolution to remove requirement for vendor certification on all purchases under \$17,500.00. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Municipal Liquor License Authority:

A MOTION was made by Mr. Figueiredo, seconded by Mr. Pearson to adopt Resolution to renew the liquor license of JJ8789 d/b/a Crossed Keys Inn. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

MOTION TO PAY THE BILLS:

A MOTION was made by Mr. Smith, seconded by Mr. Figueiredo to pay the bills on the list of the meeting held on 6/11/18. Upon roll call the following votes were cast: AYES: Hoag, Figueiredo, Pearson, Smith and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

MOTION TO ADJOURN:

A MOTION was made by Mr. Smith, seconded by Mr. Figueiredo to adjourn the meeting. AYES: All in Favor. NAYS: None. Motion carried.

Beth Brothman, RMC
Borough Clerk